

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on
Thursday 25th January 2018 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), A. Lee, P. Shaw, P. Butler, M. Ivings,
R. Parker, C. Glendinning, P. Johnson and D. Robottom
APOLOGIES: Cllr. T. Gilbert and District Councillor Andrew Beaney
IN ATTENDANCE: Mrs Beth Sinclair – Parish Clerk

Cllr. Knott welcomed everyone to the meeting.

1. **DECLARATIONS OF INTEREST:-**

- There were no declarations of interest.

2. **MINUTES OF THE PREVIOUS MEETINGS:-**

- The minutes of the Parish Council Meeting held on Monday 18th December 2017 and the Planning Meeting to discuss the Mullin Project on Friday 19th January 2018, having been previously circulated were taken as read, agreed and signed.

3. **MATTERS ARISING:**

- **Painting of second bus shelter** – Ongoing
- **Overgrown trees when exiting The Drive** – Highways were managing this.
- **Willowbrook** – Following the last meeting, DC Andrew Beaney agreed to contact Mr. Phil Shaw at WODC regarding an update. Ongoing
- **Minor Works' Budget** – Ongoing
- **Site Visit B4022** – Cllr. Butler would chase this up
- **Speedwatch Campaign** – Ongoing. The Parish Council had currently lent its speed camera to Sandford St. Martin
- **Overhanging trees on the B4022** – Cllr. Butler would chase this up with Highways

4. **PUBLIC DISCUSSION**

- Cllr. Parker reported that he had contacted Highways concerning the numerous pot holes around Gagingwell and that a site visit had been undertaken. Noted.
- Cllr. Knott suggested that Highways also undertake a site visit of the Lidstone Road during rush hour as the pot holes that had been repaired before Christmas were now in need of further repair and that in darkness, the potholes were so difficult to see. The clerk would contact Highways regarding this.
- Cllr. Butler reported that Highways had confirmed that there was no funding available to redo the road markings along the B4022 – this work would be added to the Parish Council's wish-list.
- Sorbus Tree along The Drive – Oxfordshire County Council had contacted the clerk explaining that a Sorbus Tree was required to be removed due to safety concerns.

The County Council would write to residents concerning this and the Parish Council had no objection to this work being carried out.

- It was agreed that the clerk would contact Cllr. Gilbert concerning the overhanging vegetation at his property, along Coxs Lane, which in need of pruning.
- An email had been received regarding dangerous parking outside Enstone House and that the double yellow lines needed to be reinstated. The clerk had contacted PCSO Chris Jones concerning these issues.
- The Parish Council wished to thank Kate Farquahar-Thomson for her continued work with the Facebook Page – this has helped reunite a dog with its owner recently.
- An email had been received regarding overhanging trees at a property in Church Enstone. Oxfordshire County Council would be undertaking an urgent site visit regarding this. Noted.

5. COUNTY COUNCILLOR'S REPORT

- No report had been received.

6. DISTRICT COUNCILLOR'S REPORT

- No report had been received.

7. PARISH HALL MATTERS:-

- *Heating System* – Cllr. Lee reported that he was awaiting one further quote regarding the installation of further bore holes to the existing system.
- *Declaration of Trust Document* – This had been received by Knights, Solicitors and Cllr. Lee would discuss this at the next meeting of the Parish Hall Management Committee.
- *Grant Monies* – WODC – The clerk informed the Council that the deadline for submitting the grant application is April 2018. Ongoing.
- *Persimmon Homes* – No response had been received from Persimmon Homes following the registered letter that had been received at Head Office on 18th December. It was, therefore, agreed to continue with the build of the wall along Coxs Lane although this piece of land was still owned by Persimmon Homes.
- Cllr. Knott had met with the Management Company and a few of the residents from The Paddocks. The residents will not take over responsibility of the land until Persimmon Homes have fulfilled its obligations regarding the outstanding work that is required.

8. CORRESPONDENCE:-

West Oxfordshire District Council:-

- *Council on track to back station* – Plans on how to improve Long Hanborough Railway Station had been received. Noted.
- *Councillors back balloon and lantern ban* – WODC had agreed to ban the use of helium balloons and sky lanterns from its Council-owned land and encouraged Town and Parish Councils to do the same. It was agreed that the clerk would contact The

Parish Hall Management Committee and Sports Club requesting that this ban be extended to the Parish Council's land.

- *Sign up now for garden waste collections* – Letters had been sent to all residents regarding the £30.00 fee for the collection of garden waste from 1st April 2018. The clerk would put this into the Ensign magazine.

Oxfordshire County Council:-

- *Burford Weight Restriction* – A meeting had been arranged for 1st February. Noted.
- *Oxfordshire Minerals and Waste Local Plan: Part 2 Site Allocations* – this had been circulated to all members. Noted.
- *Oxfordshire Waste Consultation* – This has been circulated to all members. Noted.

Other:-

- **London Oxford Airport Consultation** – The consultation documents regarding the expansion of London Oxford Airport had been circulated. It was agreed that the Chair would investigate this further as to how it might affect Enstone Airfield.
- **OALC** – The planning training in December had been cancelled due to snow and a refund had been received. It was agreed that the clerk would attend the training session on “Social Media” in May 2018.
- **Emergency Plan** – This would be circulated to all members and discussed at the next meeting. It was agreed that the Chair and Vice Chair would be the named contacts in the event of an emergency and the current plan would be updated with this information.
- **Winter Planning** – The Chair had sought quotes for a snow plough and it was agreed that a meeting would be arranged with **regards to obtaining grants towards this**. Further salt would be required to be kept in Gagingwell and Cllr. Parker agreed to see where it could be stored.
- **Chicane, Church Enstone** – A vehicle had accidentally driven into the chicane. Oxfordshire County Council had been contacted regarding repair. Noted.
- **Oxfordshire Association for the Blind** – A letter had been received requesting a donation. It was agreed not to donate as the charity was not situated within the parish of Enstone.
- **Robert Courts, MP** – The latest newsletter from Parliament had been circulated to all members. A meeting had also been arranged to discuss the Great Western Railway and Enstone Parish Council would send its apologies for this meeting.
- **Meeting Dates 2018** – The meeting dates had been circulated to all members. A date for June's meeting was still required. Noted.

9. **Planning Applications:-**

- **The Cross House, Gagingwell, 17/03915/LBC** - Internal and external alterations to include changes to fenestration and internal layout with increase in wall height and glazed roof lantern to new kitchen. *No objection*
- **Stoney Bridge House, Bicester Rd, Enstone, 17/04110/HHD** - Erection of single and two storey front extensions. *No objection*
- **Stevens Cottage, Chapel Lane, Enstone, 17/03820/HHD** - Alterations and erection of two storey and first floor extensions. *No objection*

- **Appeal, Land South of Oxford Road, Enstone** – An email from WODC regarding the use of the S106 monies, should the plans be approved, had been received. After discussion, it was agreed that the clerk would respond to the WODC explaining that the monies could be used for either Enstone Playing Field, the Sports Club or School – the monies could only be used for recreational facilities. The clerk would contact the Chair of the Enstone Playing Field Association regarding new play equipment that was required.

Decisions Received:-

- **Dorden Cottage, Lidstone**, Erection of a single storey garden summerhouse at the bottom of the garden - *Approved*
- **Rose Cottage, Church Enstone**. Conversion and extension of detached home office to create annexe. *Approved*
- **Bay Tree House, Cleveley Rd, Enstone**. Non-compliance with condition 8 of planning permission 14/0686/P/FP to allow removal of trees. *Approved*
- **Artyard Café, Enstone**. Installation of play equipment for use by children of patrons. *Approved*

10. **FINANCE:-**

a) *To agree the following accounts for payment:-*

Santander:-

- | | |
|-----------------------------|---------|
| • Mrs Beth Sinclair | £595.25 |
| • NEST Pension Scheme | £5.55 |
| • OALC, Training | £48.00 |
| • Enstone Parish Hall, rent | £90.00 |
| • Green Gym | £50.00 |

b) *Electronic Banking* – A further letter had been received from Santander requesting signatories of the three Councillors who are authorised to sign cheques as well as the signatory of the Responsible Financial Officer. This was duly undertaken.

c) *Statement of Affairs to 31.12.2017* – This had been circulated to all members prior to the meeting. It was then checked and signed by Cllrs. Lee and Butler.

d) *NEST Pension Scheme* – the clerk updated the Council that from 1st April 2018 the employer's pension contribution would increase from 1 % to 2 % and that the employee's contribution would increase from 1 % to 3 %. Noted

11. **Dates of Next Meetings –**

- Thursday 22nd February 7.15 pm
- Thursday 29th March 7.15 pm

There being no further business the meeting ended at 8.30 pm.